

Yolanda D. Cappelli  
*Town Clerk*



**TOWN OF KENT**  
25 Sybil's Crossing  
Kent Lakes, New York 10512

Administrative Office  
*Tel.* (845) 225 - 2067  
*Fax* (845) 225 - 5130

Press Release

**HELP WANTED**

The Kent Town Clerk is accepting resumes for part time Records Management Clerk. The position requires a variety of clerical duties related to archiving and maintaining files. Applicant must be able to exert up to 20 pounds to move file boxes. Applicants can submit their resume to Yolanda D. Cappelli, Town Clerk, 25 Sybil's Crossing Kent Lakes, NY, 10512 or by email at [lcappelli@townofkentny.gov](mailto:lcappelli@townofkentny.gov).